

THE CHARTER TOWNSHIP OF OSHTEMO  
Regular Board Meeting  
December 12, 2023  
5:30 PM

The Oshtemo Township Public Meeting was held in person at the Township Hall. Residents were able to give public comments during the meeting. Supervisor Bell called the meeting to order at approximately 5:30 PM.

**PRESENT:**

Supervisor Cheri Bell  
Clerk Dusty Farmer  
Treasurer Clare Buszka  
Trustee Zak Ford  
Trustee Neil Sikora  
Trustee Kristin Cole  
Trustee Michael Chapman

Also present were Attorney James Porter, Planning Director Iris Lubbert, Public Works Director Anna Horner, Parks Director Vanessa Street, and IT Director Jon Gibson.

**Public Comment**

Supervisor Bell opened public comment. No public comment.

**Recognition of Service for Iris Lubbert and Martha Coash**

Supervisor Bell recognized Martha Coash for 12 years of service as a transcriptionist for the Township, and Iris Lubbert for over 4 years of service as the Planning Director for the Township.

**Consent Agenda**

- a. Minutes of Regular Meeting November 14, 2023, and December 5, 2023
- b. Receipts and Disbursements
- c. Second Reading: Conditional Rezoning of 8469 Stadium Drive (EZ Mart)
- d. Accept 2nd Street Signed Petition for Road Improvements
- e. Water Services Agreement Amendment
- f. Appointment of FOIA and Information Coordinator – Dusty Farmer, Clerk
- g. Job Description – Captain of Community Risk Reduction/Assistant Fire Marshal

Motion by Sikora, second by Ford to approve the consent agenda. Motion carried 7-0.

**Consideration of Oshtemo Housing Plan Adoption**

Emily Petz of W.E. Upjohn provided an overview of the Oshtemo Housing Survey and Housing Plan.

Supervisor Bell opened public comment. No public comment.

Motion by Farmer, second by Cole to adopt and incorporate the Oshtemo Housing Plan 2023 into the 2011 Master Plan, replacing Chapter 3 thereof, until such time as it can be incorporated into the 2025 Master Plan. Roll call. Resolution adopted 7-0.

**Consideration of 4th Quarter Budget Amendments**

Clerk Farmer introduced the 4<sup>th</sup> quarter budget amendments to the Board.

Supervisor Bell opened public comment. No public comment.

Motion by Ford, second by Buszka to approve the 4<sup>th</sup> quarter budget amendments. Motion carried 7-0.

**Resolution to Approve MDOT Contract for Work on KL Avenue Shared Use Path**

Supervisor Bell opened public comment. No public comment.

Motion by Ford, second by Farmer to adopt a resolution of approval to contract with the Michigan Department of Transportation for the KL Non-Motorized Path. Roll call. Resolution adopted 7-0.

**Consideration of 2024 Poverty Exemption Standards**

Supervisor Bell opened public comment. No public comment.

Motion by Farmer, second by Ford to adopt the 2024 Poverty Exemption Standards for \$21,486.40 for a family unit of one, with an increase of \$7520 for each additional member within the family unit. Roll call. Motion carried 7-0.

**Public Hearing: Five-Year Parks Plan**

Supervisor Bell opened public comment. No public comment.

This plan will come back to the Board on January 9, 2024, for final adoption.

**Public Comment**

Supervisor Bell opened public comment. No public comment.

Supervisor Bell adjourned the meeting at approximately 8:25 PM.

Prepared by: Dusty Farmer  
Township Clerk

Attested: Cheri Bell  
Township Supervisor